



TO: Members of the Hawai'i Teacher Standards Board

FROM: Lynn Hammonds, Executive Director

RE: Report for April 2016

DATE: April 8, 2016

Hearty congratulations to our HTSB members who were recently reconfirmed to serve another three year term: Louise Cayetano, Lisa DeLong, Justin Mew, Steve Nakasato, and Felicia Villalobos! The Senate Education Committee gave them all many compliments and thanks for their service both to HTSB and to the profession. Roxane Stewart's confirmation hearing is scheduled for our board meeting day, April 15, but she will be out of state and unable to attend, so I will submit testimony in advance of the hearing.

Office Operations

My activities since the last Board report included:

State partner and stakeholder meetings:

- Gave initial licensure presentations to teacher candidates at the following Hawaii preparation programs:
 - i. Hawaii Pacific University
 - ii. Leeward Community College
 - iii. University of Hawaii at Hilo
 - iv. University of Hawaii-West Oahu
- Met with Hawaii State Teachers Association (HSTA) representative assemblies on Maui and Kauai. Most questions at both of these meetings centered on the Department of Education payment of the license fee. I also explained how the HTSB uses workgroups to include voices from the field and other stakeholders to help you craft policy. Some attendees were surprised to learn that they could submit testimony or attend your meetings, and I assured all that they are always welcome to either attend in person or submit testimony;

- Met with the following workgroups to identify their final recommendations to HTSB at the June meeting:
 - i. STEM
 - ii. Multi-subject
 - iii. Alternative Pathways to Licensure
 - iv. Performance Assessment
- Attended the University of Phoenix’s “It’s Great to Be a Teacher” event at Leeward Community College. This event drew over 100 individuals who are interested in becoming teachers;
- Met with representatives of the Office of Hawaii Education (OHE) and the Indigenous preparation programs to discuss the teacher shortage in Hawaiian Language Immersion schools and possible solutions, which will be presented at the June meeting;
- Attended the Teacher Education Coordinating Committee (TECC), which is planning the annual Teacher Fair, an event which spotlights Hawaii teacher candidates for Department of Education (DOE), Charter, and Hawaii Association of Independent Schools (HAIS) employment;
- Attended Hawaii P-20 meeting where the focus was on the DOE’s implementation of their Strategic Plan and an update on the state’s data system to link the DOE, University of Hawaii (UH) system and the workforce;
- Met with Teach for America to discuss their interest in a new candidate assessment to be implemented in future years;
- Met with the DOE to confirm the connection between the Authorized Courses and Code Numbers (ACCN) and corresponding license fields;
- Met with Board Member Teramae and HAIS Executive Director Robert Landau to discuss how HTSB can work with independent schools;
- Played harp for the Art at the Capitol event in Senator Jill Tokuda’s office.

National partner meetings and conference calls:

- Participated in a conference call with Dr. Jill Biden’s staff in the Office of the Vice-President on the initiative to support military spouse teachers, which is on your agenda during the working lunch;
- Met virtually with the other Regional Directors of the National Association of State Directors of Teacher Education and Certification (NASDTEC) to discuss licensure issues and identify topics of interest for the annual NASDTEC meeting;
- Attended a Legislative Briefing on the Every Student Succeeds Act (ESSA), given by a representative of the National Governor’s Association.

HTSB office staff meetings and trainings:

- Met daily with the Licensing Specialists to review data and operational procedures;
- Met as needed with other HTSB staff;
- Attended mediation training at the Hawaii Judiciary's Center for Alternative Dispute Resolution. While we don't use mediation this training is most useful in getting at the issues when helping our callers.

Your meeting will be Friday, April 15, 2016 in Room 158 at Dole Cannery.

The Teacher Standards Committee (Villalobos, DeLong, N. Tom, Cayetano, Kawazoe, Murashige, Stewart, Teramae, Holck) will meet at 10:30 am to discuss and take possible action on the following:

- **NBI 15-28:** Formation of Hawaii and National Code of Ethics Work Group. Your committee will request input from all concerned stakeholders on whether to revise the current Code of Ethics and possible adoption of the new national Model Code of Ethics for Educators (MCEE). The NBI outlines composition of the workgroup, possible decisions, and additional recommendations they may make. Since Troy Hutchings will be here on September 15 for a training session I suggest that the first meeting of this workgroup be incorporated into the training. Who better to give an overview of the MCEE and start our discussion of ethics than Troy Hutchings? The training will also include representatives from the DOE, Charter Schools and Educator Preparation Programs (EPP).
- **NBI 15-29:** Clarification of Leeward Community College Special Education Program Request. When LCC submitted the original Letter of Intent it asked for permission to develop a program to add the field of special education but LCC's objective is to develop a program that is for both initial licensure and as an added field. So there is no complication you are being asked to acknowledge this update.
- A third item was withdrawn today as the DOE would like additional time to review their request on Hawaiian Language Immersion licensure.

The Legislative Committee (Cayetano, Lee-Williams, Mew, Pateman, Kawazoe, Stewart, Park Toyama, Holck) will meet at 11:30 am to review Legislative bills of interest that are still "alive". Of the bills that were discussed in January only SB3099 looks like it has a chance of being passed. It establishes the Hawaii Three to Six Out-of-School Program to address care of school-age children after school, on weekends and during inter-sessions. However, another bill, SB2981 SD1 HD1, Relating to Education, American Sign Language (ASL), recognizes American Sign Language as a world language. If this bill passes, ASL should be considered as a new license field. Both bills are posted on the agenda for your review.

The Teacher Education Committee and the Budget, Personnel and Strategic Planning Committee will not meet.

All NBI and supporting documentation may be found on the April agenda online at this address:

<http://www.htsb.org/about-us/board-meetings/board-meeting-april-2016/>

Thanks to DPSA Toma for making these materials easily accessible on our website for review prior to the meetings.

The Committee of the Whole will meet during the Working Lunch to consider the following NBIs for next year's schedule and officers:

- **NBI 15-30:** Meeting Schedule for 2016-2017. Thank you for completing the survey to verify that we will have quorum on the following dates for meetings next school year:
 - 2016:
 - September 16
 - October 14
 - November 18
 - 2017:
 - January 20
 - February 13-17: Volunteers attend HSTA Institute Days statewide along with HTSB staff;
 - March 10
 - April 7
 - June 2
- **NBI 15-31:** Election of Officers for 2016-2017. This NBI asks you to select the Chair, Vice Chair, committee chairs and vice chairs as well as committee members. The NBI shows current assignments with the exception of Board Member and Budget, Personnel and Strategic Planning Committee Chair Noe Noe Tom, who is finishing her final term in June. Thank you for your willingness to serve!
- Cherise Imai, DOE Military Liaison, will attend and share information about the **State Pledge to Support Military Spouse Teachers**, an initiative supported by Dr. Jill Biden's office under Joining Forces, a White House initiative committed to employment, education and wellness of American military families. The State Pledge outlines ways that the HTSB can help facilitate the mobility of military spouse teachers. While you have already adopted most of the items on the list there are three that you may discuss for possible adoption at the June meeting:
 - Waiving or reducing the fee for military spouse teachers;
 - Granting licenses based on an affidavit if documentation has been requested from another state;
 - Provide a grace period of at least one year when military spouse teachers need to take a licensure assessment to qualify for a license.

Chairperson Holck will call the Business Meeting to order following the working lunch. New Business Items from the committees mentioned above will be considered.

The following items will be considered in Executive Session:

- Approval of Executive Session Minutes from the February 26, 2016 meeting;
- NBI 15-32: License affirmation;
- Consultation with our Deputy Attorney General.

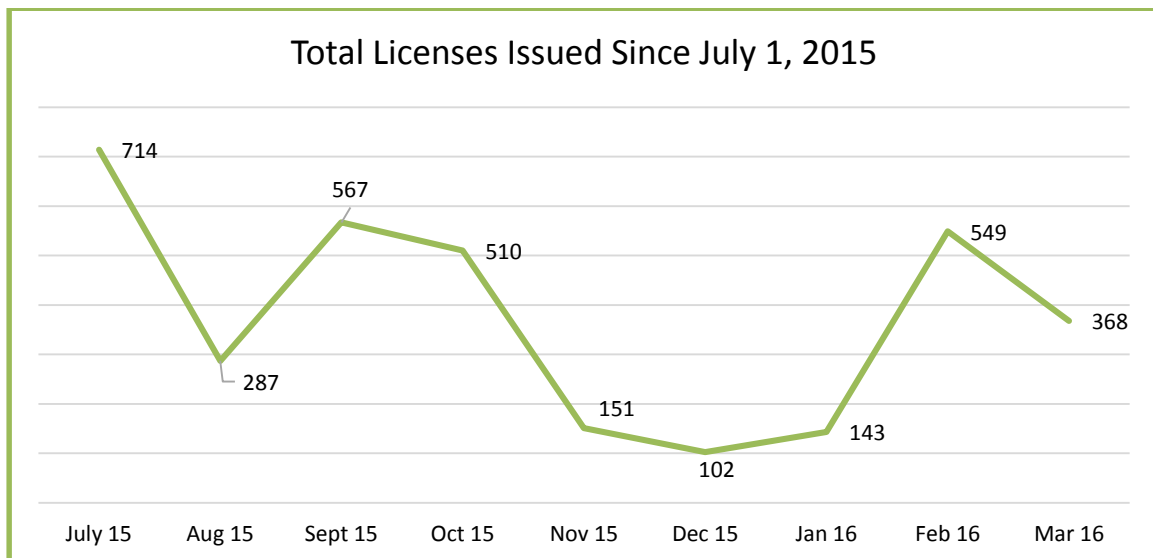
Data from July 1, 2015 - March 31, 2016 follows.

DATA

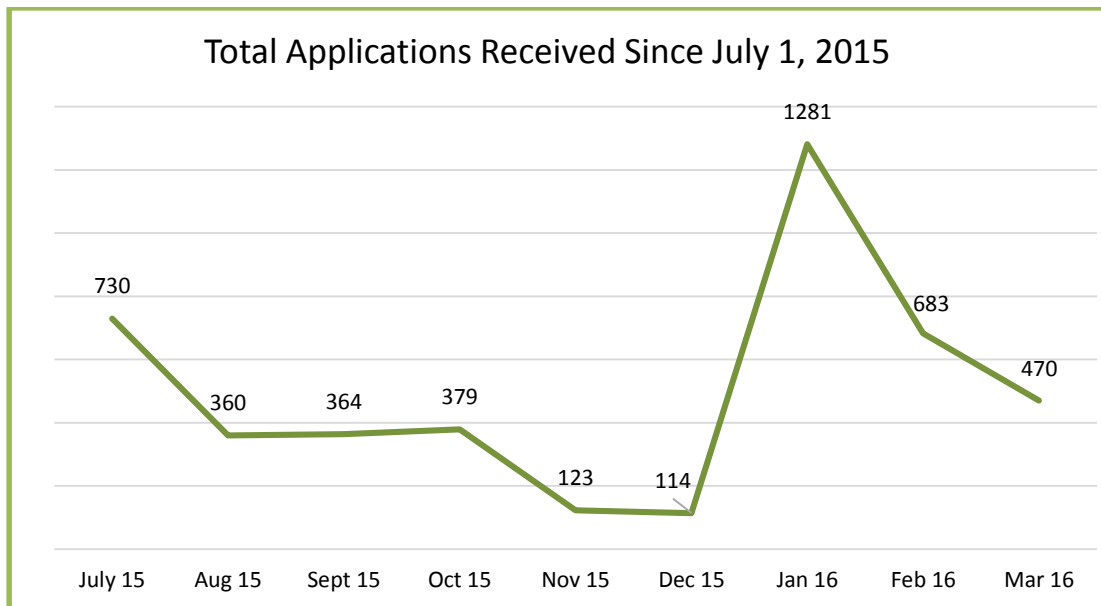
July 1, 2015 – March 31, 2016

LICENSES

Licenses Issued by Type Since July 1, 2015	PL	SL	AL	CTE Permit	Ni'ihau Teacher	EH Permit	Added Fields	Renewed	Total
July 15	38	55	4	1	0	27	20	569	714
Aug 15	47	15	1	0	1	14	3	206	287
Sept 15	39	23	6	0	0	130	1	368	567
Oct 15	35	17	1	0	0	111	1	345	510
Nov 15	24	13	1	2	0	20	8	83	151
Dec 15	42	9	5	0	0	6	11	29	102
Jan 16	78	19	4	0	0	11	6	25	143
Feb 16	52	21	15	1	0	23	17	420	549
Mar 16	53	31	9	0	0	20	8	247	368
Total	408	203	46	4	1	362	75	2292	3391



Applications Received by Type Since July 1, 2015	Provisional	Standard	Advanced	CTE Permit	Niihau Teacher	Emergency Hire Permit	Added Fields	Renewed	Total
July 15	66	29	6	2	0	58	0	569	730
Aug 15	56	33	3	1	1	59	1	206	360
Sept 15	45	37	6	0	0	98	4	174	364
Oct 15	63	30	5	0	0	96	2	183	379
Nov 15	30	19	5	2	0	10	1	56	123
Dec 15	53	27	9	0	0	4	3	18	114
Jan 16	80	64	16	0	0	21	4	1096	1281
Feb 16	155	56	12	0	0	29	8	423	683
Mar 16	110	57	23	0	0	14	5	261	470
Apr 16									
May 16									
June 16									
TOTAL	658	352	85	5	1	389	28	2986	4504



LICENSES

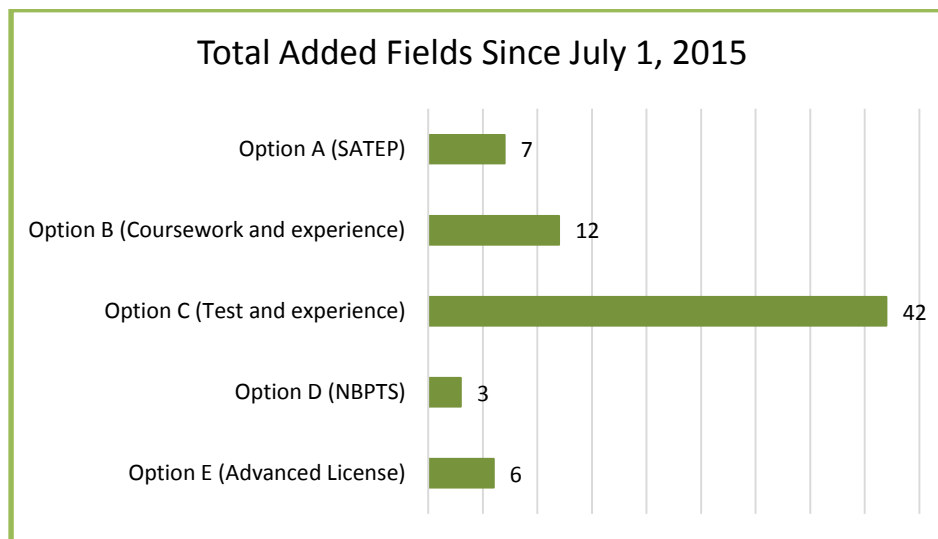
Licenses Issued by Field

Licenses Issued by Field Since July 1, 2015	PK-K	PK-3	K-6	6-8	6-12	K-12	P-12	No Level	Total
Art	0	0	2	0	4	10	0	0	16
Biology	0	0	0	0	13	0	0	0	13
Chemistry	0	0	0	0	2	0	0	0	2
CTE – Arts and Communication	0	0	0	0	4	1	0	0	5
Limited CTE – Arts and Communication	0	0	0	0	0	0	0	0	0
CTE – Arts and Communication Vocational	0	0	0	0	0	0	0	0	0
CTE – Business	0	0	0	0	7	2	0	0	9
Limited CTE – Business	0	0	0	0	0	0	0	0	0
CTE – Business Vocational	0	0	0	0	1	0	0	0	1
CTE - Health Services	0	0	0	0	0	0	0	0	0
Limited CTE - Health Services	0	0	0	0	0	0	0	0	0
CTE - Health Services Vocational	0	0	0	0	0	0	0	0	0
CTE – Industrial and Engineering Technology	0	0	0	0	7	1	0	0	8
Limited CTE – Industrial and Engineering Technology	0	0	0	0	0	0	0	0	0
CTE – Industrial Engineering Technology Vocational	0	0	0	0	2	0	0	0	2
CTE – Natural Resources	0	0	0	0	1	0	0	0	1
Limited CTE – Natural Resources	0	0	0	0	0	0	0	0	0
CTE – Natural Resources Vocational	0	0	0	0	0	0	0	0	0
CTE – Public and Human Services	0	0	1	0	4	0	0	0	5
Limited CTE – Public and Human Services	0	0	0	0	1	0	0	0	1
CTE – Public and Human Services Vocational	0	0	0	0	0	0	0	0	0
CTE - Special Permit	0	0	0	0	0	0	0	2	2
Drama/Theatre Arts	0	0	1	0	1	0	0	0	2
Early Childhood Education	6	29	0	0	0	0	0	0	35
Earth and Space Science	0	0	0	0	1	0	0	0	1
Economics	0	0	0	0	2	0	0	0	2
Elementary Education	0	0	290	0	0	0	0	0	290
Emergency Hire	0	0	0	0	0	0	0	362	362
English	0	0	0	24	74	0	0	0	98
Environmental Science	0	0	0	0	0	0	0	0	0
Geography	0	0	0	0	1	0	0	0	1
Government/Political Science	0	0	0	0	2	0	0	0	2
Guidance	0	0	0	0	1	0	0	0	1
Hawaiian Language	0	0	0	0	1	0	0	0	1
Hawaiian Language Immersion	0	0	2	0	0	3	1	0	6
Hawaiian Studies	0	0	0	0	3	0	0	0	3
Health	0	0	0	0	4	2	0	0	6
History	0	0	0	0	1	0	0	0	1
Literacy Specialist	0	0	0	0	1	0	0	0	1
Marine Science	0	0	0	0	0	0	0	0	0
Mathematics	0	0	0	22	26	0	0	0	48

Music	0	0	1	0	2	13	0	0	16
Ni'ihau Teacher	0	0	0	0	0	0	0	1	1
Online Teaching	0	0	0	0	1	1	0	0	2
Physical Education	0	0	1	1	7	16	0	0	25
Physics	0	0	0	0	1	0	0	0	1
Psychology	0	0	0	0	3	0	0	0	3
Reading	0	0	2	0	2	6	0	0	10
Reading Specialist	0	0	0	0	0	2	0	0	2
School Counselor	0	0	1	1	2	21	0	0	25
School Librarian	0	0	0	0	0	5	0	0	5
Science	0	0	0	18	26	0	0	0	44
Social Studies	0	0	0	13	42	0	0	0	55
Sociology	0	0	0	2	5	0	0	0	7
Special Education	0	4	36	3	5	52	13	0	113
SPED Blind/Visually Impaired	0	0	0	0	0	0	0	0	0
SPED Deaf/Hard of Hearing	0	1	0	0	0	2	1	0	4
SPED Mild/Moderate	0	0	6	2	6	32	1	0	47
SPED Orientation and Mobility	0	0	0	0	0	0	0	0	0
SPED Orthopedically Handicapped	0	0	0	0	0	0	0	0	0
SPED Severe/Profound	0	0	1	0	1	6	0	0	8
Speech	0	0	0	0	3	0	0	0	3
TESOL	0	1	4	2	3	8	0	0	18
Teacher Leader	0	0	0	0	0	0	0	8	8
Arabic (Modern Standard Arabic)	0	0	0	0	0	0	0	0	0
Cantonese	0	0	0	0	0	0	0	0	0
Chinese	0	0	0	0	0	0	0	0	0
French	0	0	0	0	2	1	0	0	3
German	0	0	0	0	0	1	0	0	1
Ilocano	0	0	0	0	0	0	0	0	0
Japanese	0	0	0	0	2	0	0	0	2
Korean	0	0	0	0	0	0	0	0	0
Mandarin	0	0	0	0	0	0	0	0	0
Russian	0	0	0	0	0	0	0	0	0
Spanish	0	0	0	0	2	6	0	0	8
Tagalog	0	0	0	0	0	0	0	0	0
TOTAL	6	35	348	88	279	191	16	373	1336

ADDED FIELDS

Added Fields Since July 1, 2015	Option A	Option B	Option C	Option D	Option E	Total
July 15	2	3	14	1	0	20
Aug 15	0	0	1	0	2	3
Sept 15	0	0	1	0	0	1
Oct 15	0	1	0	0	0	1
Nov 15	0	1	5	1	1	8
Dec 15	3	4	3	0	1	11
Jan 16	0	0	3	0	0	3
Feb 16	1	2	10	1	1	15
Mar 16	1	1	5	0	1	8

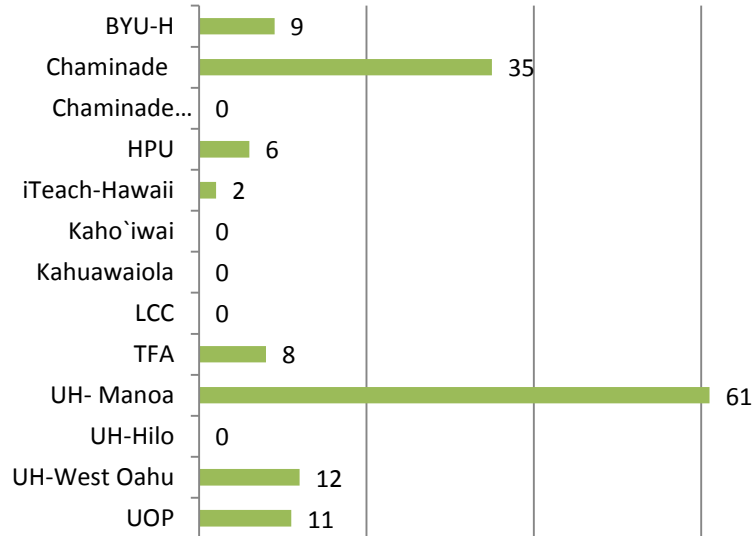


EDUCATION PREPARATION PROGRAM DATA

Program Completers

Program Completers by HI EPP Since July 1, 2015	Total
BYU-H	9
Chaminade	35
Chaminade Counselors	0
HPU	6
iTeach-Hawaii	2
Kaho`iwai	0
Kahuawaiola	0
LCC	0
TFA	8
UH- Manoa	61
UH-Hilo	0
UH-West Oahu	12
UOP	11
Total	144

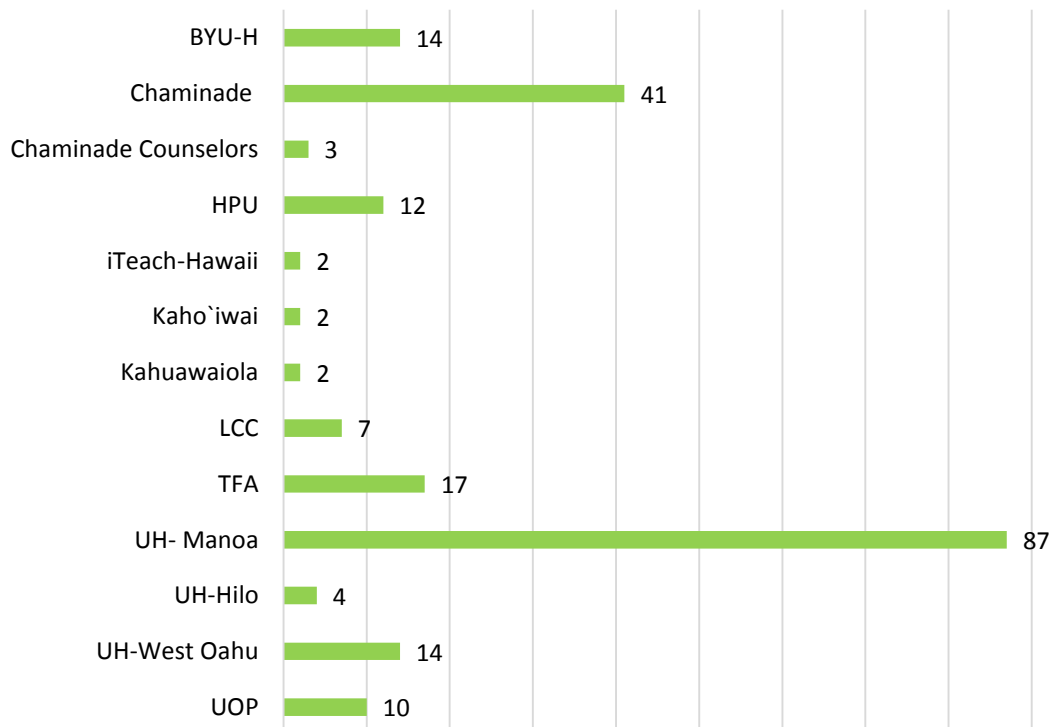
Program Completers by HI EPP



Licensees by EPP

New Licensees by HI EPP Since July 1, 2015	Total
BYU-H	14
Chaminade	41
Chaminade Counselors	3
HPU	12
iTeach-Hawaii	2
Kaho`iwai	2
Kahuawaiola	2
LCC	7
TFA	17
UH- Manoa	87
UH-Hilo	4
UH-West Oahu	14
UOP	10
Total	215

New Licensees by HI EPP Since July 1, 2015



HAWAIIAN FIELDS and PREPARATION PROGRAMS

Licenses Issued in Hawaiian Fields	HL 6-12	HLI P-3	HLI K-6	HLI 6-8	HLI 6-12	HLI K- 12	HLI P-12	HS 6-12	Total
July 15	0	0	2	0	0	1	1	0	4
Aug 15	1	0	0	0	0	1	0	1	3
Sept 15	0	0	0	0	0	0	0	2	2
Oct 15	0	0	0	0	0	0	0	0	0
Nov 15	0	0	0	0	0	0	0	0	0
Dec 15	0	0	0	0	0	0	0	0	0
Jan 16	0	0	0	0	0	0	0	0	0
Feb 16	0	0	0	0	0	1	0	0	1
Mar 16	0	0	0	0	0	0	0	0	0

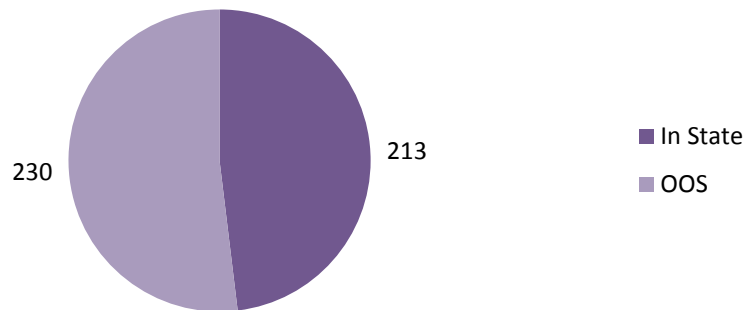
Total New Licensees for Hawaiian Fields by EPP	Total
Kahuawaiola	4
Kahoiwai	1
Ho'okulaiwi	4
UH Hilo	1
Total	10

Total Program Completers for Hawaiian Fields by EPP	Total
Kahuawaiola	0
Kahoiwai	0
Ho'okulaiwi	2
UH Hilo	0
Total	2

IN AND OUT OF STATE DATA

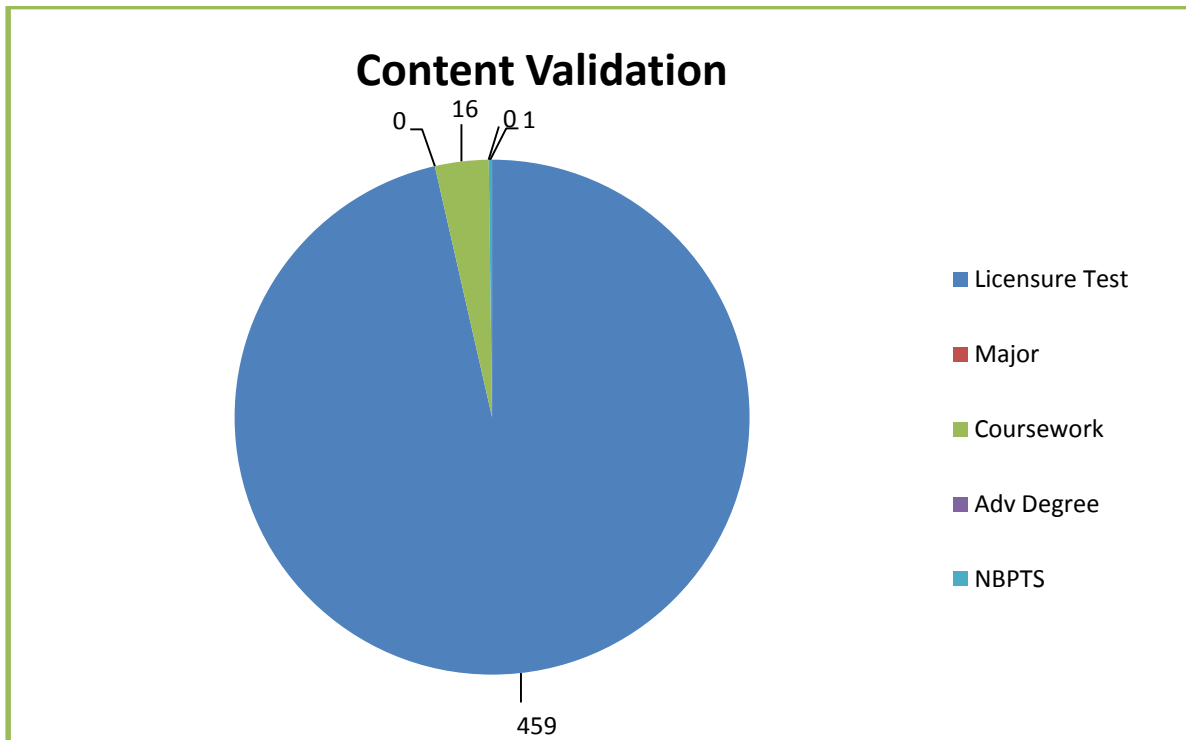
In and OOS EPP	In State	Out of State	Total
July 15	37	36	73
Aug 15	21	27	48
Sept 15	14	23	37
Oct 15	5	12	17
Nov 15	5	13	18
Dec 15	31	18	49
Jan 16	51	22	73
Feb 16	30	32	62
Mar 16	19	47	66

In and Out of State EPP



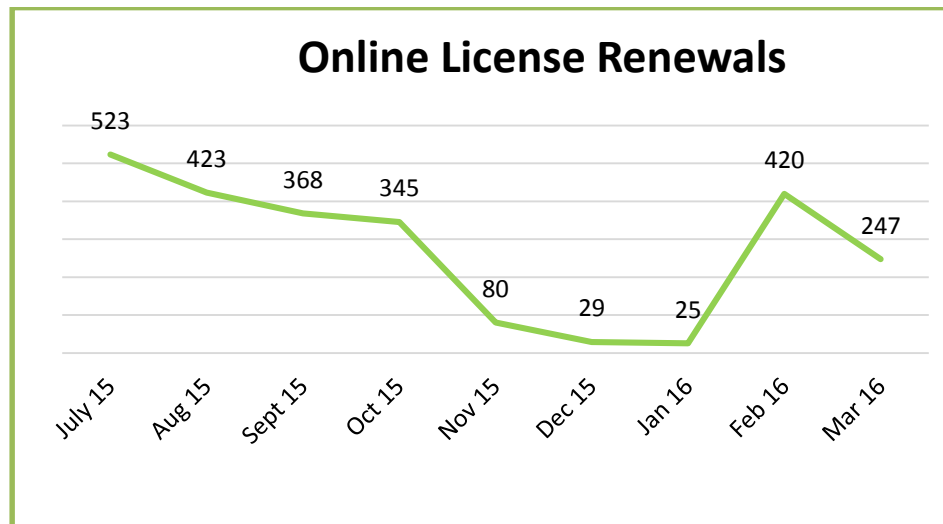
CONTENT VALIDATION

Content Validation	Licensure Test	Major	Coursework	Adv Degree	NBPTS	Total
July 15	80	0	0	0	1	81
Aug 15	46	0	1	0	0	47
Sept 15	38	0	0	0	0	38
Oct 15	18	0	0	0	0	18
Nov 15	20	0	0	0	0	20
Dec 15	74	0	1	0	0	75
Jan 16	64	0	2	0	0	66
Feb 16	58	0	12	0	0	70
Mar 16	61	0	0	0	0	61
Total	459	0	16	0	1	476



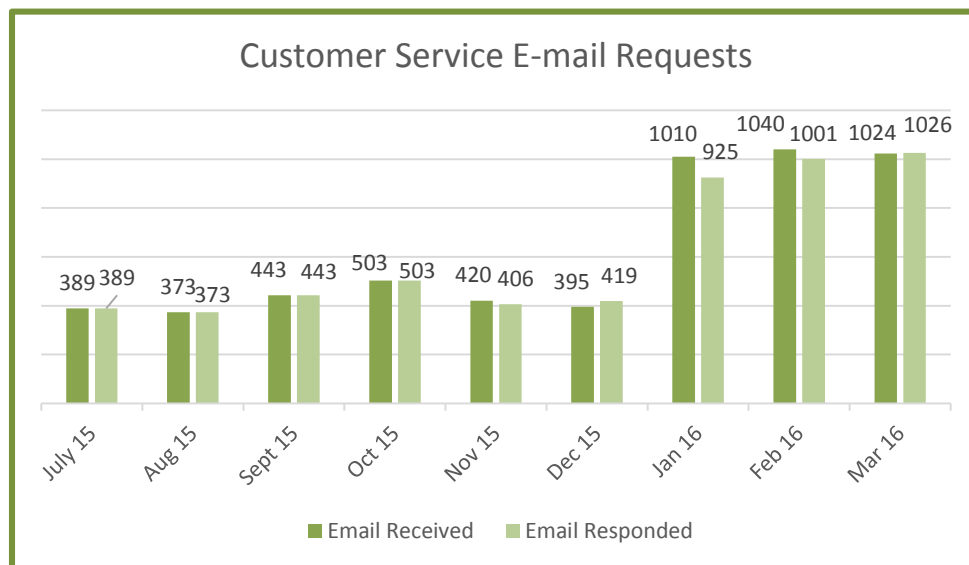
ONLINE RENEWALS

Online License Renewals	Number
July 15	523
Aug 15	423
Sept 15	368
Oct 15	345
Nov 15	80
Dec 15	29
Jan 16	25
Feb 16	420
Mar 16	247
Total	2460

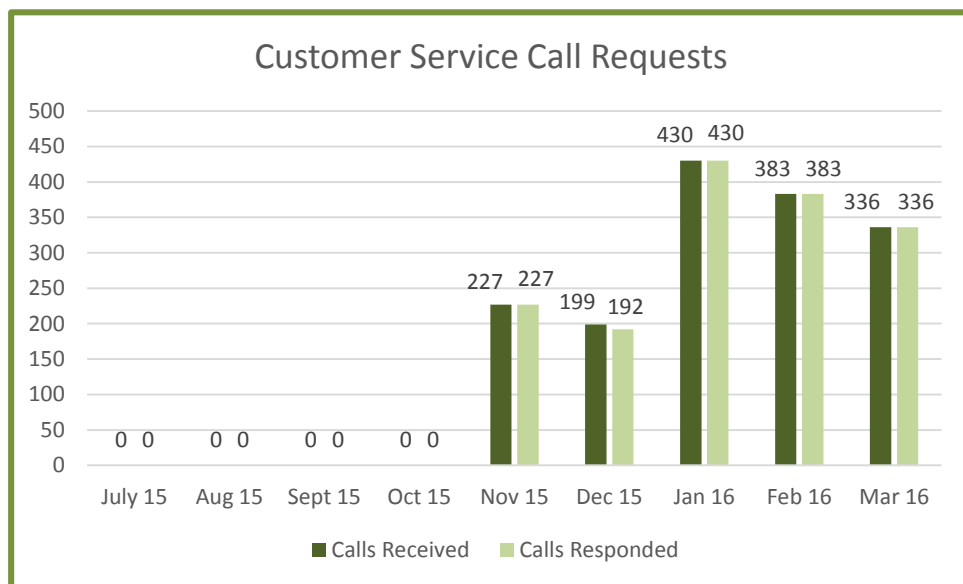


CUSTOMER SERVICE DATA

Customer Service Requests	Email Received	Email Responded
July 15	389	389
Aug 15	373	373
Sept 15	443	443
Oct 15	503	503
Nov 15	420	406
Dec 15	395	419
Jan 16	1010	925
Feb 16	1040	1001
Mar 16	1024	1026
Total	5597	5485

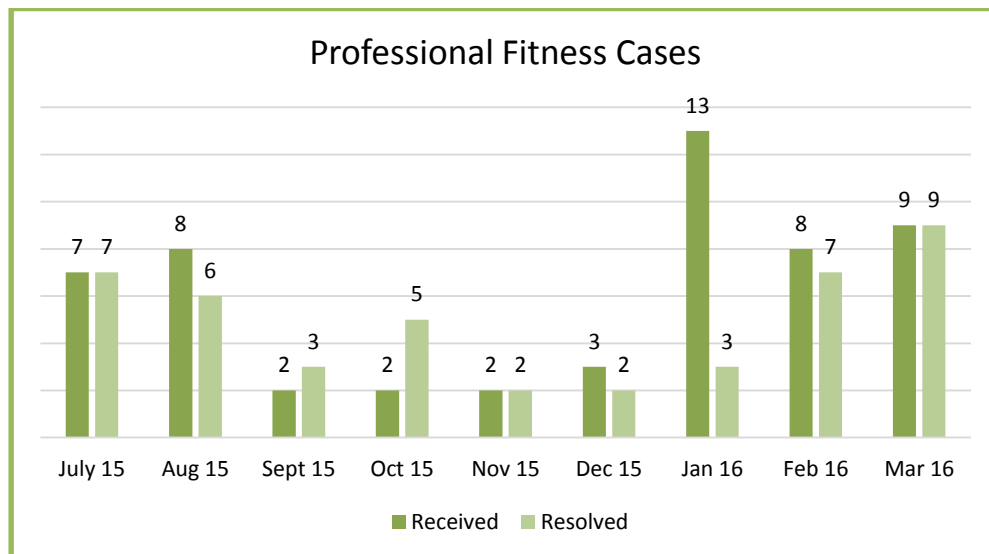


Customer Service Requests	Calls Received	Calls Responded
July 15	NA	NA
Aug 15	NA	NA
Sept 15	NA	NA
Oct 15	NA	NA
Nov 15	227	227
Dec 15	199	192
Jan 16	430	430
Feb 16	383	383
Mar 16	336	336
Total	1575	1568



Professional Fitness Cases

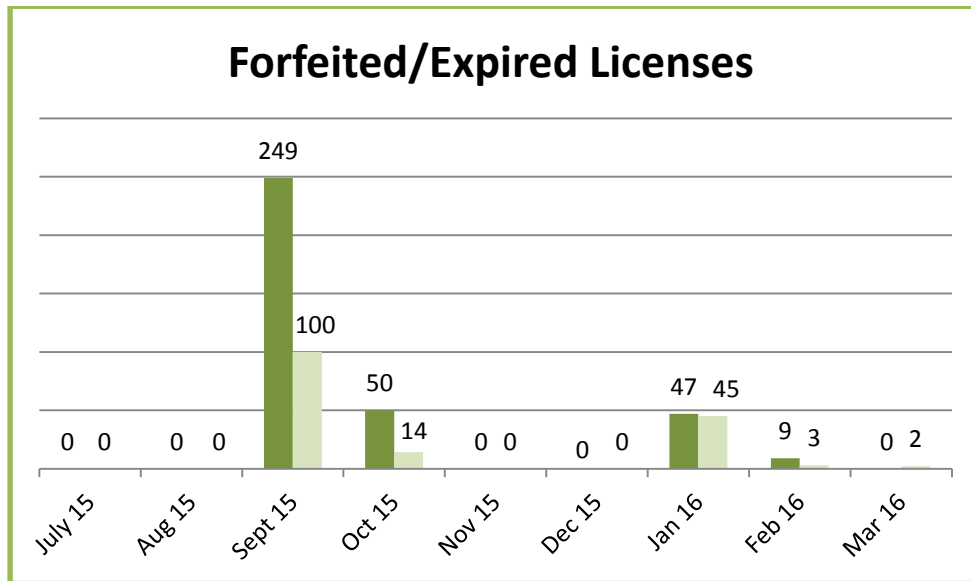
Professional Fitness Cases	Received	Resolved
July 15	7	7
Aug 15	8	6
Sept 15	2	3
Oct 15	2	5
Nov 15	2	2
Dec 15	3	2
Jan 16	13	3
Feb 16	8	7
Mar 16	9	9
Total	54	44



Professional Fitness Hearing Decisions	Denied	Suspended	Revoked	Reprimanded	Reinstated	Conditions	No Action
July 15	0	0	0	0	0	0	0
Aug 15	0	0	0	0	0	0	0
Sept 15	0	0	0	0	0	0	0
Oct 15	0	0	0	0	0	0	0
Nov 15	0	0	0	0	0	0	0
Dec 15	0	0	0	0	0	0	0
Jan 16	0	0	1	0	0	1	0
Feb 16	0	0	0	0	0	0	0
Mar 16	0	0	0	0	0	0	0
Total	0	0	1	0	0	1	0

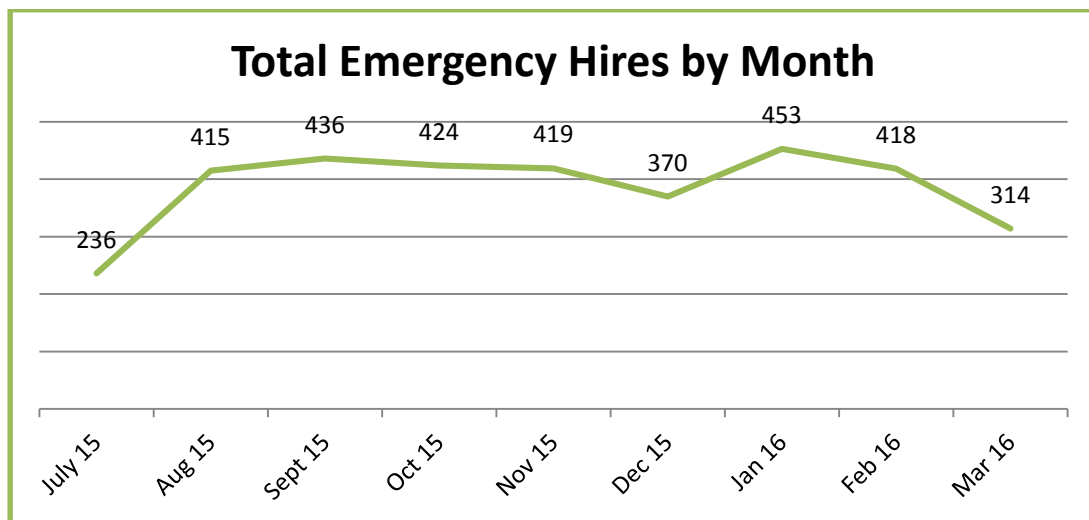
FORFEITED EXPIRED LICENSES

Forfeited/Expired Licenses	Forfeited	Expired
July 15	0	0
Aug 15	0	0
Sept 15	249	100
Oct 15	50	14
Nov 15	0	0
Dec 15	0	0
Jan 16	47	45
Feb 16	9	3
Mar 16	0	2



EMERGENCY HIRE INFORMATION

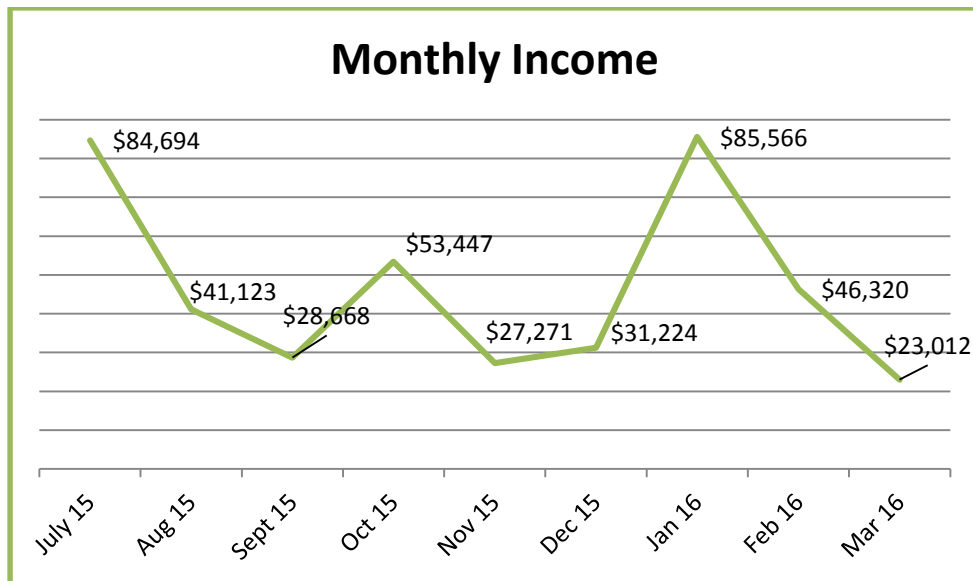
Emergency Hires by Month	Code 5 (No SATEP)	Code W (EPP Complete, Lacking Test)	Totals
July 15	195	41	236
Aug 15	357	58	415
Sept 15	368	68	436
Oct 15	357	67	424
Nov 15	380	39	419
Dec 15	283	70	370
Jan 16	380	73	453
Feb 16	380	38	418
Mar 16	286	28	314



FINANCIAL INFORMATION

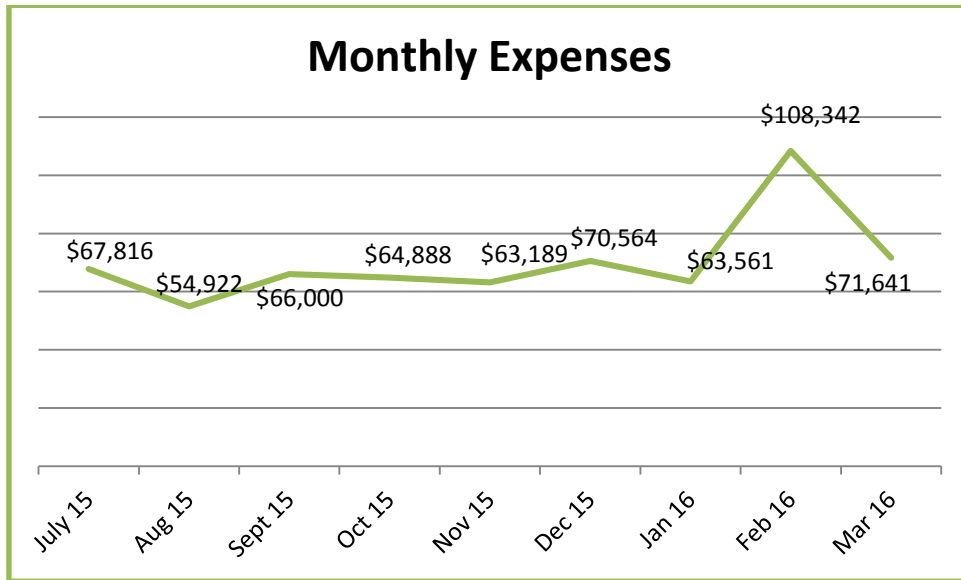
INCOME

Income	Total
July 15	\$84,694
Aug 15	\$41,123
Sept 15	\$28,668
Oct 15	\$53,447
Nov 15	\$27,271
Dec 15	\$31,224
Jan 16	\$85,566
Feb 16	\$46,320
Mar 16	\$23,012
Total	\$421,326



EXPENSES

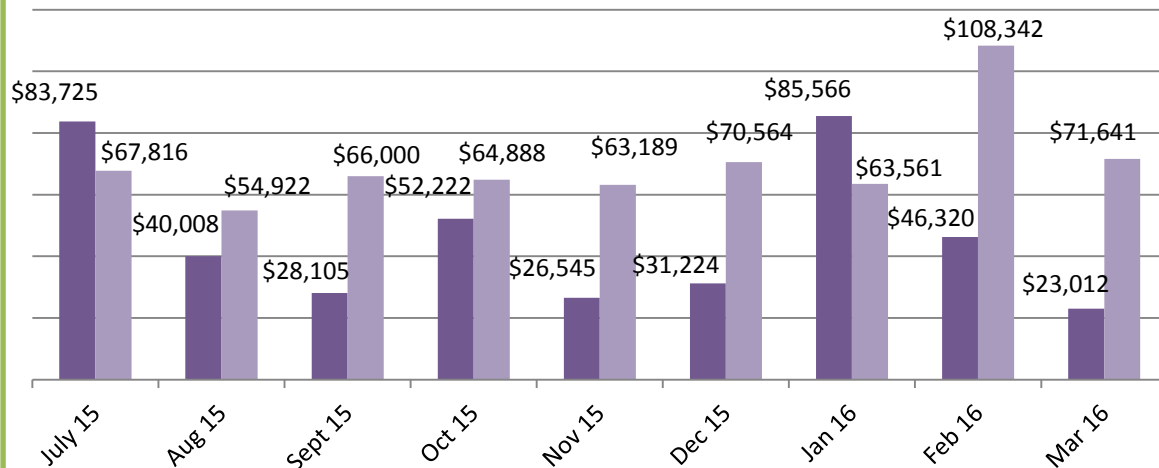
Monthly Expenses	Personnel Expenses	Operational Expenses	Total
July 15	\$63,372	\$4,443	\$67,816
Aug 15	\$45,630	\$9,293	\$54,922
Sept 15	\$52,709	\$13,290	\$66,000
Oct 15	\$51,947	\$12,941	\$64,888
Nov 15	\$51,480	\$11,710	\$63,189
Dec 15	\$50,123	\$20,442	\$70,564
Jan 16	\$51,296	\$12,265	\$63,561
Feb 16	\$89,928	\$18,413	\$108,342
Mar 16	\$59,346	\$12,295	\$71,641
Total	\$515,831	\$115,092	\$630,923



Income and Expenses

Month	Income	Expenses
July 15	\$83,725	\$67,816
Aug 15	\$40,008	\$54,922
Sept 15	\$28,105	\$66,000
Oct 15	\$52,222	\$64,888
Nov 15	\$26,545	\$63,189
Dec 15	\$31,224	\$70,564
Jan 16	\$85,566	\$63,561
Feb 16	\$46,320	\$108,342
Mar 16	\$23,012	\$71,641
Total	\$416,727	\$630,923

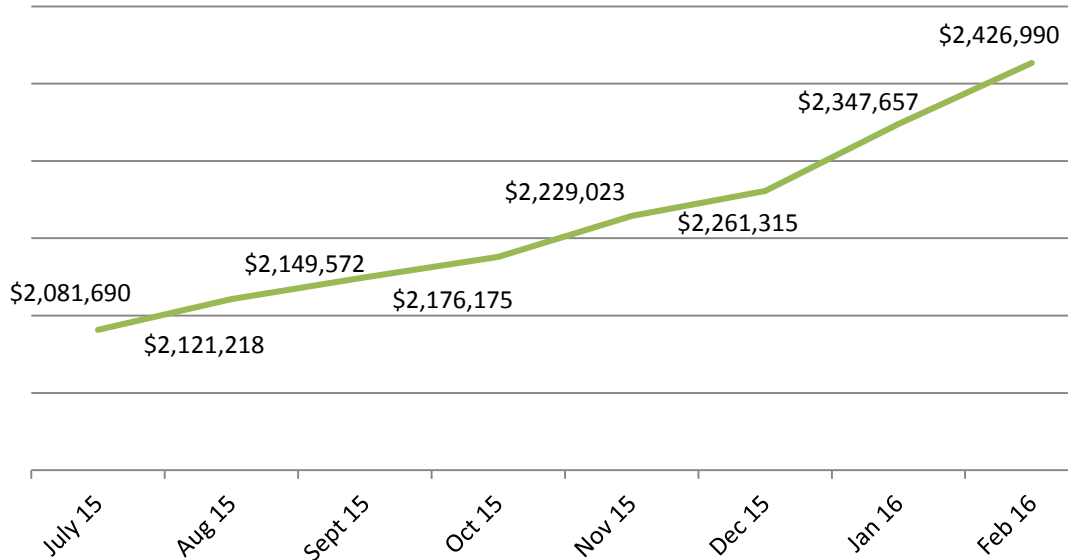
Monthly Income and Expenses



CARRYOVER

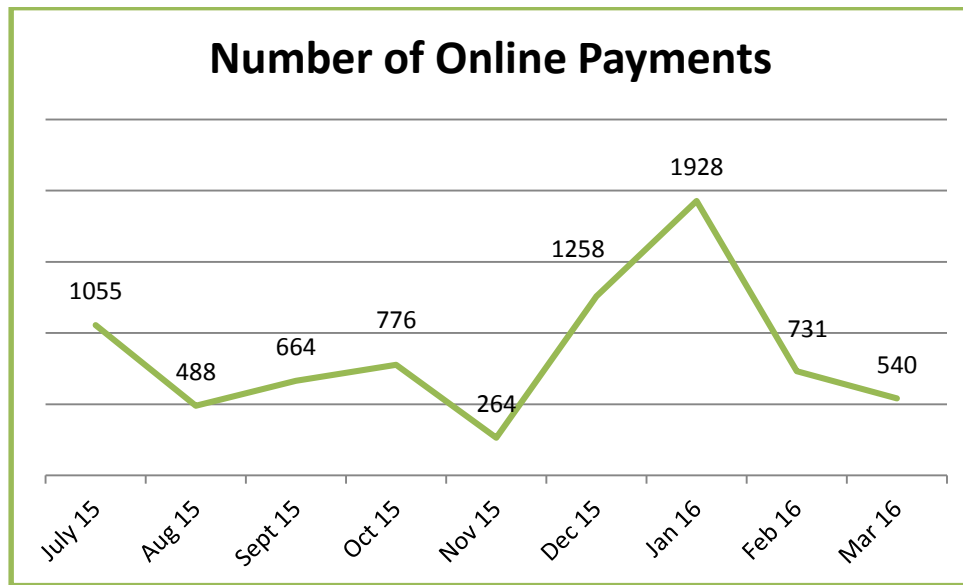
Carryover	
July 15	\$2,081,690
Aug 15	\$2,121,218
Sept 15	\$2,149,572
Oct 15	\$2,176,175
Nov 15	\$2,229,023
Dec 15	\$2,261,315
Jan 16	\$2,347,657
Feb 16	\$2,426,990

Carryover by Month



Online Payments

Number of Online Payments	Number
July 15	1055
Aug 15	488
Sept 15	664
Oct 15	776
Nov 15	264
Dec 15	1258
Jan 16	1928
Feb 16	731
Mar 16	540
Total	7704



DOE Fee Payments

Number of DOE Fee Payments	Number
July 15	620
Aug 15	234
Sept 15	175
Oct 15	283
Nov 15	90
Dec 15	1074
Jan 16	1392
Feb 16	326
Mar 16	183
Total	4377

